



UNIVERSITY
of
TECHNOLOGY,
MAURITIUS

School of Sustainable Development and Tourism

MSc Educational Administration and Technology (Part-Time)

PROGRAMME DOCUMENT

VERSION 2
MET
July 2010

MSc EDUCATIONAL ADMINISTRATION AND TECHNOLOGY

A. PROGRAMME INFORMATION

This two-year part-time Masters programme is designed to meet the needs of teachers, lecturers, trainers, educators, educational administrators, educational technologists, rectors, principals, managers, policy makers and other professionals interested in the practical and theoretical issues of educational administration and technologies in educational settings. This programme is designed for practicing professionals in the education sector, and for those who aspire to hold positions of responsibility within the educational setting.

TARGET PARTICIPANTS

- Education Officers wishing to review, reflect and further develop their abilities.
- Lecturers teaching in colleges who wish to broaden their knowledge and skills in educational administration and technology.
- Graduates looking forward to expand their roles as teachers.
- Professionals in the education sector who wish to improve their employability within the educational administration and technology field.
- Young graduates seeking to get involved in the field of educational administration and technology.
- Other personnel involved in the education sector, who wish to explore new avenues in the field of educational administration and technology.

B. PROGRAMME AIM

This programme is designed to equip the graduates with the necessary knowledge and skills to work in the public and private education sector. This programme also aims to develop an understanding of the theory and practice of educational administration and technology. It also aims to develop an understanding of the improvement of professional practice by extending knowledge, expertise and skills through the application of research findings to existing educational problems and issues.

C. PROGRAMME OBJECTIVES

- Assess the challenging issues and tasks relevant to the administration and organization of education at all levels.
- Enable students to apply theories and concepts to the field of education and education related study.
- Appreciate the effects of organizational and societal influences on educational administration and technology.
- Recognize the need to blend the result of research in the field of education with practical experience.
- Enable students to investigate problems and generate solutions by selecting and employing the most appropriate research methods and analytical frames and carrying out a research study.

Part I - REGULATIONS

D. GENERAL ENTRY REQUIREMENTS

As per UTM 'Admissions Regulations' and 'Admission to Programmes of Study at Masters Level'

E. PROGRAMME REQUIREMENTS

Candidates should have the following qualifications:

a) Graduates of an approved university or other institution of higher education with at least second class degree.

Or

b) Exceptionally candidates holding a Diploma from an approved institution may be admitted with at least 10 years of relevant professional work experience. Admission decisions will be made by the School on a case to case basis.

F. F. Programme Mode and Duration

Part Time: 2 Years, comprising of 4 semesters.
Semester: 15 weeks (excluding exam period)

G. TEACHING AND LEARNING STRATEGY

The programme will consist of a wide variety of teaching methods, including lectures, individual or group projects, presentations, workshops, seminars and case studies. Self-learning will be the key feature of the programme, enabling students to explore, investigate and research in various issues related to health services management.

H. STUDENT SUPPORT AND GUIDANCE

In addition to traditional lectures, group tutorials or individual tutorials are arranged for students.

I. ATTENDANCE REQUIREMENT

As per UTM Regulations

J. CREDIT SYSTEM

Each module is equivalent to 3 credits and one credit is equivalent to 15 hours. All modules will carry 100 marks and the project/dissertation will carry 300 marks (9 credits).

K. STUDENT PROGRESS AND ASSESSMENT

For the award of the Masters degree all modules must be passed overall with passes in the examinations, coursework and other forms of assessment. All modules will have equal weighting (Research Methods will be assessed 100% by coursework). The dissertation will carry 300 marks (9 credits).

Written examinations will be of a maximum of 3 hours' duration. Continuous assessment will carry up to 40% of the total marks and will be based on seminars, case studies, class tests and/or assignments, etc.

L. EVALUATION OF PERFORMANCE

MSc 42 Credits

Postgraduate Diploma 30 Credits

Postgraduate Certificate 18 Credits

Pass mark for each assessed component of a module is 40%.

Grading

Grade	Marks x (%)
A	$70 \leq x \leq 100$
B	$60 \leq x < 70$
C	$50 \leq x < 60$
D	$40 \leq x < 50$
F	< 40
A-D	Pass
F	Fail

M. AWARD CLASSIFICATION

Overall weighted mark y (%)

$y \geq 70$

$40 \leq y < 70$

< 40

Classification

Master of Science with Distinction

Master of Science

No award

N. PROGRAMME ORGANISATION AND MANAGEMENT

O. PROGRAMME STRUCTURE

PROGRAMME STRUCTURE AND PLAN (PART- TIME)

YEAR 1							
Semester 1				Semester 2			
Code	Core Module	Hrs/Wk L+T	Credits	Code	Core Modules	Hrs/Wk L+T	Credits
EDU 5101B	<i>Psychological Foundations of Education</i>	2 + 1	3	EDU 5202B	<i>Educational Policy and Planning</i>	2 + 1	3
EDU 5201B	<i>School and Community Relations</i>	2 + 1	3	STAT 5301B	<i>Research Methods</i>	2+1	3
VELN 5301B	<i>Information Technology and Educational Administration</i>	2 + 1	3	EDU 5203B	<i>Theoretical Foundations of Educational Administration</i>	2 + 1	3
				OPS 5310B	<i>Quality Management</i>	2 + 1	3

Semester 1		YEAR 2					
Code	Core Module	Hrs/Wk L+T	Credits	Code	Elective Modules	Hrs/Wk L+T	Credits
EDU 5204B	<i>School Management in Practice</i>	2 + 1	3	FIN 5103B	<i>Financial and Managerial Accounting</i>	2 + 1	3
VLEN 5302B	<i>Education, Technology and Change</i>	2 + 1	3	OPS 5306B	<i>Project Management</i>	2 + 1	3
DISS 5000	<i>Dissertation*</i>			CSR 5101B	<i>Corporate Social Responsibility</i>	2 + 1	3
Semester 2		YEAR 2					
Code	Core Module	Hrs/Wk L+T	Credits	Code	Elective Modules	Hrs/Wk L+T	Credits
DISS 5000	<i>Dissertation*</i>		9	LWS 5701B	<i>Educational and Administrative Law</i>	2 + 1	3
				VLEN 5303B	<i>E-Education</i>	2 + 1	3

* Dissertation starts in Semester 1 of Year 2. Credit earned at the end of Semester 2 of Year 2

TOTAL NUMBER OF CREDITS: 42

OUTLINE SYLLABUS

YEAR 1 SEMESTER 1:

EDU 5101B :Psychological Foundations of Education

Child development: cognitive development;language development;moral development;emotional development; self and social understanding; intelligence;research strategies in child psychology;children with special needs; evolution of philosophy of education from traditional to post modern theories(plato, Dewey, Rousseau, Freire, Piaget...);ethics and education.

EDU 5201B:School And Community Relations

Community-participation theory; contemporary leadership and followership theory; stakeholder collaboration; communication and conciliation strategies; the politics of diversity and inclusion; school management for community building; school-community interface; PTA roles and responsibilities.

VLEN 5301B:Information Technology And Educational Administration

Analysis of requirements in educational institutions; Use of Computers in education (time-tabling, School Records, Financial Accounting, Statistics, Student records, Reporting procedures); Technology in classroom, at home, at work; Computer Systems, Networks, Internet, Online Educational Resource; Integrating change in educational institutions;

Use of Technology in Administration, Report writing/or research papers using relevant software; Use of tools to enhance communications and learning

YEAR 1 SEMESTER 2: CORE MODULE

EDU 5202B: Educational Policy And Planning

External and internal influences on education; Educational policy at local, national and institutional level; Stakeholder influence upon educational policy and provision; Comparative analysis of educational policy-making; Education and the market-place; Approaches to educational planning; Planning techniques; Financial implications of educational planning; Assets management; Implementation of school-based technology; New challenges for e-educational planners and policymakers; planning of education in the new context- essential issues to be discussed which aim at improving the competences of low-achievers- poverty alleviation, gender, mixed abilities.

EDU 5203 B: Theoretical Foundations Of Educational Administration

Evolution of educational administration theories; schools as open social systems; Organisational Goals, Goal Setting. The bureaucracy and alternative types. Formal and Informal Organisation: Organisational Effectiveness. School leader –Ministry interface; the future education; administration and leadership.

OPS 5310B: Quality Management

Quality Management: concepts, definitions, characteristics, quality gurus; Strategic Approach to Quality Management; Quality planning: QFD and Kano Model; Standards and Awards Programmes; Six Sigma, EFQM, Kaizen, improvement teams; TQM; ISO Standards; Quality Tools; Statistical Process Control; Cost of quality; Benchmarking

STAT 5301B: Research Methods

Research Concepts: Research issues, problems, questions, hypotheses; Measurement and Scaling in Research: Reliability, validity; Research Design and Survey Methods; Ethics in Research; Techniques for Literature Review; Questionnaire Design; Qualitative Methods: designing, gathering, processing and analysing qualitative research information; Quantitative Methods: Introduction to Statistics, Data Description, Hypothesis Testing, t-tests and ANOVA; , Factor Analysis, Chi-square and Regression Analysis; Data analysis with SPSS; Reporting and presenting research.

YEAR 1 SEMESTER 2

VLEN 5302B: Education Technology And Change

Evolution of education – F2F, Distance Education/Open learning; Integration of technology in educational institutions; E-business and e-government; Knowledge based society; Virtual Communities; Data protection and intellectual property; Plagiarism

EDU 5204B: School Management In Practice

Introduction to management theories; models of school management; Management styles of rectors and principals; change management ; organizational development strategies. Organizational development strategies; the learning organization; performance management; school effectiveness and school performances.

- **Elective modules:**

FIN 5103B: Financial and Managerial Accounting

Role of financial accounting in a business; Accounting information to aid managerial decision making. Introduction to financial and managerial accounting, Accounting mechanics, Understanding financial statements, Financial

statements analysis, Cost allocation and activity based costing, Costing systems and methods, Profit reporting for management analysis, Cost-volume-profit analysis, Budgetary planning and control, Standard cost and variance analysis.

OPS 5306B:Project Management

Cycles and Linkages between policy, programmes, projects and process; Blueprint and process approaches to programmes and projects; Project identification and stakeholder analysis; Investment Appraisal; Objectives oriented planning; Managing the Budgetary Process for blueprint and process; Monitoring and Control; Implementation, Scheduling and Critical Path Analysis, Risk Management; Project Quality Management; Project Closure

CSR 5101B: Corporate Social Responsibility

Business and society relationship; Corporation and CSR, Shareholders and Stakeholders theory; Business decision makers, Social Performance, Global competitiveness and Multi-national business-Govt relations

YEAR 2 SEMESTER 2

Elective modules:

LWS 5701B:Educational And Administrative Law

Constitutional Law as applied to education and language, intentional wrong and defenses, the various aspects of negligence and its defenses, occupier's liability, employer's liability, administrative law, defamation and human rights. Wherever relevant, a parallel tie-in will be made with statute law; interdisciplinary approach to legal and educational policy; legal issues affecting school administrators; performing duties within the boundaries of constitutional, statutory and case law; privacy; data protection; IT Law; Intellectual Property Rights and security.

VLEN 5303B:E-Education

Networked learning environment, learning management systems; Cognitive science, Bloom's taxonomy, Piaget's constructivism; Teaching and Learning with the help of technology: E-content, e-teaching, e-learning, e-evaluation; Use of tools to support learning; Use of technology across curriculum

DISS 5000: Dissertation

A 15,000-18,000 words dissertation will have to be submitted at the end of the semester. The work submitted should conform to the School's Postgraduate Dissertation Guidelines.